LOSS PREVENTION SUBCOMMITTEE
MEETING MINUTES
Wednesday, November 16, 2005

LOSS PREVENTION SUBCOMMITTEE MEMBERS PRESENT

Gary Andrews	Department of Corrections
Sydney Dore	Department of Social and Health Services
Arthur Florence	Employment Security
Sharon Gilbert	Department of Social and Health Services
Chuck Greenough	State Board for Community and Technical Colleges
Bill Henselman	Department of Transportation
Larry Keller	Department of Ecology
Matthew Kreiger	Department of Information Services
Stephen Simmons	Department of Social and Health Services
Jim Smego	Department of Natural Resources
Greg Staley	Department of Health
Tom Wendel	Office of the Attorney General
Don Sorenson	Washington State Patrol
Natividad Valdez	Department of Personnel

GUESTS

Diane Perry	Washington State Patrol

OFM STAFF PRESENT
Jolene Bellows
Nancy Heyen
Meg Jones
Bruce Lemon
Denise McKay

Introductions were made and the primary goals of each agency's GMAP functions were discussed.

Approval of the meeting minutes from April 13, 2005 was moved and seconded. The motion to approve the minutes was adopted.

Jolene Bellows provided information about two Oregon state job openings related to worker's compensation prevention work in Oregon State's initiative.

Meg Jones explained the RMAC configuration and purpose. RMAC has asked the Loss Prevention subcommittee of RMAC to develop performance measures, identify relevant programs and possible transferable strategies, including developing suggestions on metrics to see if risk management procedures are working.

There was discussion and questions about what would be helpful to the agencies
♦ How are we measuring something that matters?
♦ What is OFM's involvement?
♦ How do the agencies interact with OFM?
♦ What training would you like to see?
♦ Would it be helpful to share training and strategies with other agencies?

During the round-table discussion, the group identified some strategies. Noted in particular were OFM's risk management tools, with a specific reference to the safety information related to 15-passenger van use. WSP does a good job in training academy with the troopers and can see results from that training. DIS is holding a digital academy for information to see what trends and realities are in this state and develop appropriate responses to deal with them.

The use of data was discussed as a prevention and control strategy. A RMIS RFP was sent out to vendors. The new system will identify incident information and claims and litigation and will capture

meaningful data to compare with other agencies strategies for incorporating performance measures. The task is to take these back to RMAC with some initial data.

The DOC Risk management office is assisting all different programs as they go thru a process of identifying their 5 greatest risks in the program. They come back to a group with their top 5 and in the end the top 5 risks will be identified for all of DOC.

A discussion on the difficulty of developing a measure between all agencies that relates to payouts was discussed. If there is not commonality between agencies then it can't really be measured. Need to look for recommendation that would impact the whole state like driving, employment, liability or defense costs.

Attached is the list of performance measures was decided on; Meg will prepare a matrix and send it out to the group related to the performance measures that will be used for tracking the measures, initiatives in agencies impacting the measures (potentially) and data sources. We're to finalize that as a group at the next meeting and then start tracking.

The group decided to meet the second Tuesday of each month in the afternoon for the next calendar year. A nominating committee consisting of Tom Wendel (chair), Bill Henselman and Stephen Simmons will identify and propose a chair from the membership of the subcommittee by the next meeting.

Meeting adjourned at 3:05 p.m.